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**St Ive  
Parish  
Council**



**Minutes of the Meeting of St Ive Parish Council Finance and Administration  
Committee held at Millennium House, Pensilva on Tuesday 26<sup>th</sup> August 2014  
commencing 7.15pm**

**Chairman:** Cllr. A Neal

**Councillors:** Cllrs' R Bennison, J Kendrick-Crawshaw, M Corney

**Members of the Public:** two

**Officer;** Parish Clerk – Mrs A Fisher

The Chairman declared the meeting open at 7.20pm

**23. Apologies** – Cllrs Carter and Dipper

**24. Councillors' Declarations of Interest** – none declared

**25. To receive questions or statements from members of the public** - none

**26. Minutes of the previous meeting** – Cllr Kendrick-Crawshaw proposed the Minutes be signed as an accurate reflection of the meeting, seconded by Cllr Bennison, unanimous decision.

Cllr Neal asked Mr Firth if he wished to discuss any item under public participation. Mr Firth asked if the EPOS till system had been fixed, daily sales could not be reported upon.

Cllrs Neal and Bennison with Mr Firth to undertake a stock check with Mr Rees on Wednesday 3<sup>rd</sup> September at 10am.

**Action: Clerk advise the Bar Manger and requested that the EPOS help desk be contacted to resolve the issue with the till system.**

Mr Bicarregui requested the bar figures for the 2013/2014 tax year, daily figures for each bar to analyse by the various groups.

**Action: Clerk to request the Finance Clerk to provide the details upon receipt of a written request.**

**27. Matters Arising from the Minutes**

**19. Marmax fence order** update

**20.2 Millennium House Manager to ask Coors to sponsor advertising boards** –update

Midweek football matches, the showers have been cleaned by the Caretaker. Fixtures for the second team are advised monthly, no matches advised for September.

**20.3 VAT on playground equipment.**- Finance Clerk's response discussed at length. Cllr Neal to discuss with the Finance Clerk.

## **28. Business**

**28.1 Internet banking** – Cllr Kendrick- Crawshaw presented his report. To be emailed to all Councillors for discussion at the next FAC meeting

**28.2 Minimum wage increased by 19p to £6.50 per hour effective from 1<sup>st</sup> October 2014** – proposed by Cllr Bennison that the increase be recommended to the Parish Council meeting, seconded by Cllr Corney, unanimous approval.

**28.3 Repainting of skate park – estimate for work £510.35 and cost of paint £133.56.** Cllr Kendrick-Crawshaw proposed recommendation that work proceeds, seconded by Cllr Bennison, unanimous approval.

**28.4 To write to Santander bank to close accounts and transfer balance to the Co-Operative account.** - Proposed by Cllr Kendrick-Crawshaw, seconded by Cllr Corney, unanimous decision.

**28.5 Forum –**

**Disclosure of information** –after discussion it was agreed that all requests for information are to be directed to the Clerk in writing.

**Contact with Millennium House staff** – contact should only be via the Millennium House Manager or the Clerk to avoid disruption.

**28.6 Trading Activities'** – Cllr Neal's report was discussed and the recommendation that legal advice be sought. It was agreed that the Clerk would seek advice from the SLCC in the first instance. If further advice is required it may be necessary to apply to Grant Thornton and Clerk to get an estimate for their costs.

## **29. Monthly Financial Reports – July 2014**

**All Being Well Invoices** – should be for £250 to include VAT. Clerk to speak to Finance Clerk to reissue these. Replied to Mr Dwell's letter in respect of the VAT.

Cllr Bennison would like details from Millennium House Manager of where the business is moving to. Feedback from the Performance Management of the Manager, to be discussed in closed session at the next Parish Council meeting.

**Action: Clerk, PAC Agenda Youth issues policy, service issues and policy decisions.**

**Action: Millennium House Manager to write to young person and advise that if their behaviour does not improve they will be banned from Millennium House premises (includes lawn area at front of building, decking area and car park)**

**Café-** recommendation to Parish Council to close.  
**Internal charges** – review list with Finance Clerk

**SLCC subscription renewal for Parish Clerk £129.** – Cllr Bennison proposed this is renewed, seconded by Cllr Kendrick-Crawshaw, unanimous decision.

The Chairman declared the meeting closed at 9.40 pm

Minutes taken by:

*Angela fisher*

Clerk to St Ive Parish Council.

26<sup>th</sup> August 2014

Signed: .....

(The Chairman - Cllr. A Neal)

Dated: .....